

APPENDIX A

Deployment Planning Checklist

This checklist was developed to help assist COSCOM support operations section staff and ACoS, G3 operations planners prepare to meet logistics requirements. The checklist can also be used by support operations staff at subordinate command levels.

GENERAL

- ☐ Is a listing of doctrinal, policy, and procedural publications, appropriate to the level at which the plan is prepared, provided to assist the implementer?
- ☐ Are there any contingency plans that apply?
- ☐ Are the necessary maps for implementing the plan listed and available?
- ☐ Is there a concise statement of the purpose for the logistics support plan?
- ☐ Does the general paragraph provide a summary of the requirements, taskings, and concept of operations that the logistics plan supports?
- ☐ Are the objectives specified?
- ☐ Does the assumptions paragraph list the assumptions upon which the concept of operations and logistics support are based?
- ☐ Are responsibilities for support clearly stated for the following
 - ☐ Office of the Joint Chiefs of Staff?
 - ☐ US Forces Command?
 - ☐ US Atlantic Command?
 - ☐ US Central Command?
 - ☐ US Southern Command?
 - ☐ Joint Deployment Agency?
 - ☐ Special Operations Forces?
 - ☐ Headquarters, Department of the Army?
 - ☐ US Army Materiel Command?
 - ☐ Unified commands and their Army component commands?
 - ☐ National Guard Bureau?
 - ☐ Office of the Chief of the Army Reserve?
 - ☐ Defense Security Assistance Agency?
 - ☐ Defense Mapping Agency?
 - ☐ Department of State/American Embassies?
 - ☐ Military Groups?
 - ☐ Offices of Defense Coordination?
 - ☐ Military Liaison Offices?
 - ☐ Defense Logistics Agency?
 - ☐ General Services Administration/Federal Supply Service?
 - ☐ US Army Troop Support Agency?
 - ☐ Army and Air Force Exchange Service?
 - ☐ US Army Medical Department Center and School?
 - ☐ US Army Medical Materiel Management Agency?
 - ☐ US Army Soldier Support Center?
 - ☐ US Transportation Command?
 - ☐ Military Traffic Management Command?
 - ☐ Military Airlift Command?
 - ☐ Military Sealift Command?

- ☐ US Army Forces Command?
- ☐ Other major commands?
- ☐ Unit commander providing command and control (task force, brigade, division)?
- ☐ Unit or element providing logistics support (CSB, CSG, DISCOM)?
- ☐ Unit or element providing finance support (Theater Finance Command, Finance Group, or Finance Support Command)?

CONCEPT OF LOGISTICS SUPPORT

- ☐ Does the plan describe how supply, maintenance, transportation, and field services support are to be provided?
- ☐ Does it specify which logistics elements provide the support? Are the logistics elements adequate? Is there any excess capability? Does the deploying force require augmentation?
- ☐ Has the logistics planner developed the support to complement the tactical planning?
- ☐ Have initial preplanned supply support and AMC emergency support packages been considered?
- ☐ Have the terrain and enemy intelligence been analyzed to determine the impact on logistics support?
- ☐ What are the facilities requirements to support the logistics system? Have these requirements been incorporated in engineer plans? Can any of the facility requirements be satisfied by host country facilities?
- ☐ Is site preparation required?
- ☐ Has the deployment flow been properly analyzed to determine time-phasing for introduction of logistics elements?
- ☐ Has HNS availability and risk been considered?
- ☐ Have arrangements been made with customs?

SUSTAINING THE SOLDIER

GENERAL

- ☐ Is supply system and procedural guidance provided?
- ☐ Is the flow of requisitions described?
- ☐ Is the flow of materiel described?
- ☐ Is a project code required (JCS, DOD, DA)?
- ☐ Is a temporary force/activity designator upgrade required?
- ☐ Are in-country DODAAC required (supply support activity or unit level)?
- ☐ Are changes to the DODAAC required, such as "ship-to" address?
- ☐ Are direct support system/air lines of communication procedures described?
- ☐ Are some supply support activities to be designated as ALOC or DSS?
- ☐ Are provisions made for contracting local purchase, and contractor operated parts store support?
- ☐ Are the stockage objectives specified for each class of supply?
- ☐ Is a known or estimated order ship time provided?
- ☐ Are automated or nonautomated procedures used?
- ☐ Is the communications transceiving capability provided compatible with the automated systems being deployed?
- ☐ Have interservice support requirements been identified?

- ☐ What support is to be provided by the host nation, allies, or other Services?
- ☐ What intratheater support is required?
- ☐ Are procedures described for cancellation or diversion of materiel inprocess or intransit at the termination of the operation?
- ☐ Does the plan address control of aviation intensively managed items?
- ☐ Are provisions made for emergency resupply?
- ☐ Have initial preplanned supply support and AMC emergency support packages been considered?
- ☐ Are provisions made for logistics support of civilians and prisoners of war? Has handling of POWs and detainees been considered in terms of medical treatment, sundry packs, security, holding areas, and evacuation?
- ☐ Is there covered storage in the area of operations to protect supplies from the elements? If not, are shipments packed for outdoor storage?
- ☐ Are materials-handling equipment requirements provided?
- ☐ Is sufficient rigging material available for airdrop?
- ☐ Has the Army air clearance authority been advised of cargo tonnage projected for movement through the designated port?
- ☐ Is the Defense Automatic Addressing System aware of the communications routing identifier and DODAAC to be used for processing direct requisitions and direct supply status?
- ☐ Have distribution procedures for maps been addressed?

CLASS I

- ☐ Are the ration cycles described by phase?
- ☐ Are fresh eggs, fruits, vegetables, meats, juices, ultra-high temperature milk, and canned soft drink supplements to MRE, T, and B Ration meals considered?
- ☐ Do local fresh fruits and vegetables meet US standards?
- ☐ Have unitized operational rations been considered for ease of handling and accountability?
- ☐ Are cash meal payment procedures established?
- ☐ What is the method of distribution (unit distribution or supply point distribution)?
- ☐ Are bakery supplements to MRE, T, and B Ration meals considered?
- ☐ Are field bakery services required? Can the host nation satisfy the requirement?
- ☐ Are veterinary personnel adequate for the subsistence support requirements?
- ☐ Are hospital rations addressed?
- ☐ Are chill and freeze reefer requirements for unit dining facilities and Class I supply points addressed?
- ☐ Is a ration cycle proposed?
- ☐ Are EPW capture rates included in subsistence plans?
- ☐ Is EPW field feeding available?

CLASS VI

- ☐ Are deploying personnel provided guidance on personal demand items?
- ☐ Are ration sundry packs available?
- ☐ Is a tactical field exchange considered? If field exchange support is required:
 - ☐ Has Headquarters, AAFES (Plans), been notified?

- ☐ Have staffing stock assortment, security, facility, transportation, and communications requirements been identified and coordinated?
- ☐ Has a check cashing policy been determined?

WATER

- ☐ Are water support requirements satisfied?
- ☐ Are the sources of water fresh, brackish, or salty?
- ☐ Is the source of water local systems surface or wells?
- ☐ What type of water purification equipment is required?
- ☐ Are chillers required?
- ☐ What is the water planning factor in gallons per person per day?
- ☐ What are the treatment, storage, distribution, and cooling requirements? Are they satisfied by deploying unit capability?
- ☐ What are the well drilling requirements? Are there any existing wells? What is the quality of water from existing wells?
- ☐ Are potable ice considerations covered? What is the requirement planning factor?
- ☐ Are containers available in the event water is to be airdropped.
- ☐ Have medical planners provided for certification of ice as potable?
- ☐ Is ice provided by the engineers or by the host nation?

CLASS II

- ☐ Are requirements for individual clothing, CTA 50-900 items, and mission-essential consumables addressed?
- ☐ Have provisions been made for replacement of damaged personal and chemical protective clothing?
- ☐ Are there any items that require special consideration, such as:
 - ☐ Tentage or tentage repair kits?
 - ☐ Folding cots?
 - ☐ Insect bars with mosquito netting?
 - ☐ Banding materiel and tools?
 - ☐ Water purification chemicals and test kits?
 - ☐ Insect repellent and sun screen?
 - ☐ Field laundry or hospital laundry supplies?
 - ☐ Bath supplies?
 - ☐ Field feeding facility supplies (paper or plastic products)?
 - ☐ Trash disposal supplies?
 - ☐ Vector control equipment and supplies?
 - ☐ Latrine chemicals or supplies?
 - ☐ Batteries?
 - ☐ Cold weather clothing and equipment?
 - ☐ EPW enclosures (tentage, barriers, and building materials for towers)

CLASS VIII

- ☐ Are procedures unique to medical supply described?

- ☐ Are resupply procedures established?
- ☐ Are mandatory parts list or PLL requirements specified?
- ☐ Are ASL objectives addressed?
- ☐ Are reparable items and medical stand-by equipment program procedures addressed?
- ☐ Are special medical equipment and supply requirements identified based on medical mission and the area of operations?
- ☐ Are special storage requirements satisfied?
- ☐ Is the disposal of salvage medical supplies addressed?
- ☐ Are medical oxygen requirements identified and resupply procedures established?
- ☐ Is local purchase an option?

FIELD SERVICES

- ☐ Are laundry, bath, and clothing renovation requirements addressed?
- ☐ Is mortuary affairs capability provided commensurate with the expected requirement?
- ☐ Are procedures for trash collection and disposal covered?
- ☐ Is delousing support required?
- ☐ Are post exchange services provided?
- ☐ Is fire protection provided at aviation, ammunition, and petroleum sites?
- ☐ Is mortuary support covered?
- ☐ Are food services support procedures covered?
- ☐ Are there provisions for local procurement or contracting of field services?
- ☐ Is trash and waste disposal covered?

ARMING THE FORCE

CLASS IV

- ☐ Are unique requirements for construction or security materials addressed?
- ☐ Is in-country procurement considered?
- ☐ Have Army Class IV data sources been queried on preexisting data bases or studies describing locally available construction materials?
- ☐ Are basic loads to be deployed?
- ☐ Are prescribed loads to be deployed?
- ☐ Do nonengineer units have basic loads? Will these to be deployed?
- ☐ Are prepositioned material stocks permitted?

CLASS V

- ☐ Is unit basic load deployment adequately addressed?
- ☐ Is the logistics support structure prescribed?
- ☐ Have EOD support procedures been addressed?
- ☐ What are the RSR and CSR?
- ☐ Are there special or unique requirements for flares, mines, or demolition items?
- ☐ Has a request for site construction and improvement of ammunition storage facilities been addressed in engineer planning?

- ☐ Have storage, handling, shipping, security, and safety requirements been reviewed and addressed?
- ☐ Are requirements identified by category of munitions (conventional, missile, chemical, or nuclear)?
- ☐ Are supporting rates of munitions addressed?
- ☐ Are special permits needed or provided for?
- ☐ Have unit configured loads been considered?
- ☐ Are training ammunition requirements for reconstitution been addressed?

FUELING THE FORCE

- ☐ Is the single fuel concept to be used?
- ☐ Are gallons/day requirements established for each type product by location for each supported service and unit?
- ☐ Are contractors to provide bulk fuels?
- ☐ Are accountable officer requirements addressed?
- ☐ Are existing pipeline distribution systems available? What are the pipeline and storage capabilities?
- ☐ Are port facilities available?
- ☐ Are remote refueling sites required?
- ☐ Are interservice support billing and reimbursement procedures specified?
- ☐ Are petroleum quality surveillance procedures specified?
- ☐ Are required test kits on hand?
- ☐ Is there a petroleum laboratory available?
- ☐ Are Army oil analysis program laboratories addressed?
- ☐ Are quality assurance representative responsibilities established?
- ☐ Are additives required for commercial fuels?
- ☐ Have jet fuel requirements for medical units been considered?
- ☐ Are any unique packaged product requirements addressed?
- ☐ Are industrial gasses addressed?
- ☐ Are containers available in the event Class III must be airdropped?

FIXING THE FORCE

- ☐ Does the plan describe how unit, DS, and GS maintenance are provided?
- ☐ Are aviation intermediate maintenance requirements addressed?
- ☐ Is missile maintenance support available in the area of operations?
- ☐ Are special medical maintenance requirements addressed?
- ☐ Does the plan cover test, measurement, and diagnostic equipment repair and calibration?
- ☐ Are procedures for Army oil analysis program specified?
- ☐ Does the plan address equipment classification?
- ☐ Are reparable items covered?
- ☐ Are replacement items addressed?
- ☐ Is the evacuation of reparable addressed?
- ☐ How are repairs under warranty performed in the area of operations?
- ☐ If a single fuel is used, is warranty voided on new diesel power pieces of equipment?

- ☐ Have extreme weather aspects (heat, cold, humidity, dust, etc.) been considered?
- ☐ Have site security and storage requirements been identified and included in engineer plans?
- ☐ Have special power requirements for maintenance facilities been identified (voltage, phase, frequency, stability, and anticipated load)? Are transformers required?
- ☐ Are building suitability screening factors identified by type of maintenance facility (minimum height and width for doors, floor load bearing requirements, environmental control necessities, etc.)?
- ☐ Is disposal of hazardous materials such as lithium batteries and radioactive residue specified?
- ☐ Are procedures for salvage collection, evacuation, and disposal covered?

REPAIR PARTS SUPPLY

- ☐ Are PLL requirements specified?
- ☐ Are ASL requirements, including reparable, specified?
- ☐ Are cannibalization procedures addressed?
- ☐ Are requirements for special nonexpendable components addressed?
- ☐ Can the GS base support the Class IX supply system?
- ☐ Is stockage of major assemblies addressed?
- ☐ Have special storage requirements been addressed for dry batteries, classified repair parts, high dollar pilferables, etc.?

CLASS VII REPLACEMENT ITEMS

- ☐ Does the plan specify the equipment level for deploying units?
- ☐ Are equipment redistribution requirements specified?
- ☐ Are replacement actions for salvage equipment specified?
- ☐ Are special equipment requirements addressed?

MOVING THE FORCE

GENERAL

- ☐ Is there a requirement for the area oriented depot to arrange for special assignment airlift mission to expedite cargo distribution to the area of operations?
- ☐ Are the transportation support systems for direct support system and ALOC described?
- ☐ What are SEALOC requirements?
- ☐ What type and number of terminal transfer units are required (rail, highway, port, airfield)?
- ☐ Is coastal line of communication required (Army freight ships, landing craft, lighterage)?
- ☐ Are there coastal restrictions?
- ☐ Is a logistics over-the-shore operation required?
- ☐ Have materials-handling equipment requirements been addressed?
- ☐ Are in-country highway, rail, air, and inland waterway mode requirements addressed?
- ☐ What ports are available? What is access to or from the ports? What special port clearance requirements apply?
- ☐ Is transportation movement priority provided?
- ☐ What is the weather impact on ports, airfields, and highway nets?
- ☐ What is the availability of Defense Intelligence Agency data or analysis regarding the country or area transportation infrastructure?

- ☐ What are the transportation funding arrangements?
- ☐ Are transportation account code requirements specified?
- ☐ Are the sea port of debarkation and embarkation and aerial port of debarkation and embarkation specified?
- ☐ Has the use of foreign flag sea or airlift been addressed?
- ☐ Is an intratheater, intertheater, and in-count movement system for personnel and cargo specified?
- ☐ Are procedures for shipping supplies and equipment that arrive at home station after units have deployed addressed?
- ☐ Have medical evacuation requirements been included in the plan?
- ☐ Is refrigerated transportation required?
- ☐ What support is provided by the host nation, allies, or other Services?

LOGISTICS OVER-THE-SHORE

- ☐ What shorelines are conducive for LOTS operations?
- ☐ What types of roads access the shorelines?
- ☐ What types of railroads access the shorelines?
- ☐ What civilian contract or HN personnel and equipment assets are available to assist in LOTS operations?

INLAND WATERWAYS

- ☐ What inland waterways are available?
- ☐ What are the capabilities and limitations of the inland waterways?
- ☐ What inland terminals are along the waterways?
- ☐ What are the characteristics and capabilities of the inland terminals?
- ☐ What is the present usage of the inland waterways?
- ☐ What is the enemy's capability to interdict the inland waterways?
- ☐ What effect does the weather have on the inland waterways?
- ☐ How accessible are the inland waterways to roads and rail lines?

INTERCOSTAL SHIPPING

- ☐ What intercostal shipping assets are available to support shipping bulk fuels, ammunition, and dry cargo?
- ☐ What intercostal shipping routes are currently in use?
- ☐ What is the enemy's ability to interdict intercostal shipping?

CONTAINERS

- ☐ What is the container policy?
- ☐ What civilian contract or HN personnel and equipment assets are available to assist intermodal operations?
- ☐ What is the capability of units and ports to handle container shipments?
- ☐ Can containers be used with carrier delivery direct to the supply support activity?

FIXED PORTS

- ☐ What fixed ports are available to support military marine terminal operations?

- ☐ What are the characteristics and capabilities of the freed ports?
- ☐ What type and quantities of materials-handling equipment are available for use in support of military marine terminal operations?
- ☐ How many berths and anchorages are available for use in support of military marine terminal operations?
- ☐ What is the enemy's capability to interdict the ports?
- ☐ What port security measures are currently in use?
- ☐ What is the port's capability to handle containerized cargo and roll on/roll off cargo?
- ☐ What routes access the ports? Are there any special port clearance requirements?
- ☐ What inland waterways access the port?
- ☐ What is the current throughput capability of the port?
- ☐ What are the characteristics and capabilities of the port's warehouse facilities and storage area?
- ☐ What effect does weather and sea have on port operations?
- ☐ What contract civilian/HN marine terminal personnel and equipment assets are available to support military terminal operations?
- ☐ What is the present level of usage of the ports?
- ☐ What capability do government/local civilian contractors have to repair damage to port facilities?

AIRFIELDS

- ☐ What airfields can be used? What are their capabilities?
- ☐ Have departure and arrival airfield control groups requirements been satisfied?
- ☐ Are prerigged projects available for on-call delivery? Are call forward procedures specified?
- ☐ Is airdrop resupply capability provided commensurate with the expected requirement?
- ☐ What are the personnel and cargo reception capabilities of the airfield?
- ☐ What is the current usage of the airfield?
- ☐ What are the characteristics and capabilities of the roads that access the airfield?
- ☐ What contract civilian/HN personnel and equipment assets are available to assist in arrival/departure airfield control group operations?
- ☐ What airfield facilities are available for military use during operations?
- ☐ What impact does weather have on airfield operations?
- ☐ What engineer assets are available to upgrade and maintain airfields?
- ☐ Have MAC channel airlift requirements been specified?
- ☐ Has support been planned for USAF mobile aero-medical staging facilities?
- ☐ Has a coordinating headquarters been designated for all logistical airlift support?

MAIN SUPPLY ROUTES AND ALTERNATE SUPPLY ROUTES

- ☐ Is the highway net described? What are its capabilities and limitations?
- ☐ What routes are available to support military operations?
- ☐ What are the characteristics and capabilities of the routes available to support military operations?
- ☐ What are the convoy restrictions?
- ☐ What are the dimensions of tunnels along the routes?
- ☐ What are the dimensions and classifications of bridges along the routes?
- ☐ What capability does the government have to repair damaged segments of routes?

- ☐ What engineer assets are available to maintain or upgrade routes?
- ☐ What segments of the routes are heavily used by the civilian populace?
- ☐ What are the most likely routes fleeing refugees might use?
- ☐ What is the best source for additional information on the routes?

RAIL

- ☐ Is there a rail system available?
- ☐ What rail lines are available to support military operations?
- ☐ What is the condition of the rail lines? What are their schedules and capabilities?
- ☐ What is the gage of the tracks?
- ☐ What effect does the weather have on rail operations?
- ☐ What rail assets are available to support military operations?
- ☐ Are loading ramps available at rail yards and terminals?
- ☐ What is the location and lifting capacity of railway cranes in the area of operations?
- ☐ What is the enemy's ability to interdict the rail lines?
- ☐ What capabilities do the government or local civilian contractors have to repair damaged track, bridges, and tunnels?
- ☐ What are the characteristics and capabilities of the rail terminals and marshaling yard?
- ☐ What is the present level of usage of the rail lines?
- ☐ What is the description (model number, wheel arrangement, horsepower, weight, tractive effort, and type coupler) of typical line-haul locomotives and switch engines currently in service in the area of operations?
- ☐ What are the capacities, dimensions (length), and age of typical rolling stock currently in service in the area of operations?
- ☐ Is a track profile of the mainline indicating the location, percent, and length of ruling grade available?
- ☐ Is a plan showing location and length of minimum radius curves together with any sections of multiple main line track available?
- ☐ What are the location and length of passing tracks on the main line?
- ☐ What is the current level of traffic (trains per day) using the main line in the area of operations?
- ☐ What are the location, type, and capacity of rail yards in the area of operations?
- ☐ What are the number and length of track in each yard?
- ☐ What are the location; description (type, construction, length, clearances, and cooper rating); and condition of rail bridges and tunnels on the main line?
- ☐ What are the location, description, and condition of station facilities supporting the operation of the main line?
- ☐ What are the location, storage capacity, and condition of locomotive fueling facilities in the area of operations?
- ☐ What are the location, capacity, and condition of engine houses and car repair shop facilities in the area of operations?
- ☐ What are the location and quality of water supply on the main line?
- ☐ What communications and signals are in use for train operations?
- ☐ What is the weight (pounds/yard) of main line rail?
- ☐ What is the predominant type of cross tie used in the area of operations?

- ☐ What are the location and availability of spare parts for motive power and rolling stock?
- ☐ What type of wheel bearing is used on rolling stock?

RETROGRADE

- ☐ Are retrograde procedures spelled out for excess and unserviceable items?
- ☐ Are there provisions in the plan for maneuver/war damage resulting from logistics operations?
- ☐ Are special Department of Agriculture cleaning requirements for retrograde equipment identified?

COMMUNICATIONS SUPPORT

- ☐ Are the communications to support logistics operations provided for in the communications planning?
- ☐ Have communications frequencies been cleared with the host country?
- ☐ Have arrangements been made for telephonic assistance (functional and technical) after deployment?
- ☐ Are phone books for the country or local area available?

AUTOMATION SUPPORT

- ☐ Are automated logistics systems procedures properly addressed?
- ☐ Have backup master files been established and prepared for shipment separate from the primary master files?
- ☐ Has site selection and preparation for automated equipment considered accessibility, geographical, terrain, and security requirements?
- ☐ Are maintainers, operators, and managers assigned and well trained?
- ☐ Are sufficient copies of user manuals on hand and current?
- ☐ Are repair parts on hand and up to required levels for computer hardware including generators and other subsystems?
- ☐ Have provisions been made for backup support for repair parts, hardware maintenance, and the receipt of software change packages and emergency change messages?
- ☐ Has coordination been made with the next higher supply support activity for catalog update, reconciliation schedule, and loading of supported unit DODAACs?
- ☐ Have details been worked out for transmission of documents to higher echelons?
- ☐ Have appropriate parameter changes been made in the automated systems (for example, signal and overseas deployment codes)?
- ☐ Do customer units require training and are customer user manuals available for automated system support?

FINANCE

- ☐ Are provisions made for the types of finance support required?
- ☐ What are the funding aspects of logistics support?
- ☐ Have all requirements been costed?
- ☐ Has an account processing code been established?
- ☐ Are local currencies authorized/desirable for financial transactions in support of the contingency force?
- ☐ Have local currency acquisition points been identified?
- ☐ Have Class A agents been appointed to the servicing finance officer?
- ☐ Have contracting/ordering officers and impress fund cashiers received instructions concerning interface and coordination with the servicing finance unit or element?

- ☐ Have all soldiers completed POM to include sure-pay or correct check addresses?
- ☐ Have soldiers made provisions for support of family members while deployed and for receipt of information concerning impact of deployment on their pay?
- ☐ What is the source of funding for Class X supplies?

CONTRACTING/LOCAL PROCUREMENT

- ☐ Are there adequate provisions in the plan for contracting support?
- ☐ Are there provisions for contracting support/local purchase?
- ☐ Have an adequate number of contracting officers with the proper arrant been provided?
- ☐ Is finance support available to the contracting officer?
- ☐ Have individuals been trained/appointed for local procurement? Is local currency available?
- ☐ Have local procurement procedures been established?
- ☐ Are linguists available to support contracting/local purchase requirements?
- ☐ If Class X materiels are required, does the plan describe the source?